

April 21, 2014

SUBJECT: The Rhode Island Lottery submits this bid request for:
BET SLIP HOLDERS WITH PENCIL POCKETS ON EACH SIDE.

Please forward sealed bids to:

Rhode Island Lottery
1425 Pontiac Avenue
Cranston, RI 02920
Attention: Gerald S. Aubin, Director
BID 14-06A
P.O. #7826

DESCRIPTION: 1/8" clear acrylic
Each pencil pocket is 1"square & 2 1/2"deep
Bet Slip Pocket is approx. 4"w

SIZE: **Approximate** - 5 1/4"w x 9 1/2"h x 2 3/4"d

QUANTITY: **2000**

INK: 2 colors, 2 sides – Silk Screen – **The Lot** logo

OTHER: Please **include** all set-up fees and shipping and handling charges
Packaged individually in plastic bags; 25 pieces to a box
Quantity to be numbered on outside of each box

PROOF: Lottery to supply sample **on request**
Upon Bid Award, **SAMPLE REQUIRED WITHIN 10 DAYS for Lottery approval**

FOB: Rhode Island Lottery, 1425 Pontiac Avenue, Cranston, RI 02920

DELIVERY: **Estimated Delivery time is REQUIRED WITH Bid Proposal**

BIDS DUE: **May 5, 2014**

QUESTIONS: Contact Sandi Conroy or Dan Sarro at 401-463-6500

NOTE: **BIDS WILL NOT BE ACCEPTED WITHOUT RETURN LABEL ON ENVELOPE**

INTERNET VENDORS: **VENDORS WHO USE THE INTERNET TO DOWNLOAD INFORMATION MUST INCLUDE THE BID NUMBER ON THE ENVELOPE, SUBMITTED IN HARD COPY, BY BID DEADLINE**

DO NOT FAX

CHECKLIST

- _____ Please include pricing for a **RUSH** delivery
- ___✓___ Bid Price to include shipping & handling costs, set-up fees, die cuts, imprint fees, and any/all charges.
- ___✓___ Estimated delivery time is required with bid proposal
- ___✓___ Delivery **REQUIRED 30 days** after sample approval
- _____ Please provide a Sample of material **WITH** your sealed Bid proposal
- ___✓___ Upon Bid Award, sample **REQUIRED**
- ___✓___ Pre-production Sample/Proof to be approved by the Rhode Island Lottery
- _____ Please specify, if the RI Lottery chooses to accept bid, percentage of overage/underage
- ___✓___ Packaged individually in plastic bags; boxed for delivery in quantities of 25
- ___✓___ The Rhode Island Lottery will exercise the right to receive the stock on an as needed basis
- _____ Insurance Certificate must be submitted with Bid proposal.
- _____ Please include three (3) references with names, addresses and telephone numbers.
- ___✓___ Include confirmation that vendor has registered as a State vendor at www.purchasing.ri.gov
- ___✓___ Successful out-of-state vendor **MUST** file a Certificate of Authority at www.sos.ri.gov and provide confirmation

It is the policy of the Rhode Island Lottery to accept the quantity ordered only. The vendor is responsible for any overage.

The Rhode Island Lottery reserves the right not to award a Bid based solely on cost, but may award a Bid based on a combination of quality of product, services, and experience of the vendor.

All proposals are submitted at the vendor's sole risk and expense. The Rhode Island Lottery shall not be responsible for any costs or expenses incurred by a vendor in submitting a response.

All vendors must include, with their bid, confirmation that they have registered as a State vendor on the State Purchasing website – www.purchasing.ri.gov

The Rhode Island Lottery reserves the right, without liability, to reject any and all proposals at any point prior to the award of a Bid contract.

Before the Lottery makes an award to the apparent successful bidder, that bidder may be required to submit a pre-production sample within **10 days** of the request. Failure to timely submit a required pre-production sample that is satisfactory to the Lottery could result in bidder not receiving the award.

Prior to the final award of a bid a successful out-of-state vendor (s) will be required to file an Application for Certificate of Authority as a Business Corporation/Foreign Business Corporation at the RI Secretary of State's website – www.sos.ri.gov and must remain a member in good standing. This will require an initial filing fee as well as yearly filing.

Upon award of bid the successful vendor must complete a W-9 form which will be supplied by the Rhode Island Lottery.

